



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE

REFER TO FILE: **PM-3**

May 1, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**LAWNDALE LIBRARY PROJECT
ADOPT, ADVERTISE, AND AWARD
AWARD AGREEMENT - SPECS. 6581; C.P. 77481
SUPERVISORIAL DISTRICT 2
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE COUNTY LIBRARIAN THAT YOUR BOARD:**

1. Adopt plans and specifications for construction of the Lawndale Library project at an estimated \$8,375,000 Construction Contract amount, and instruct the Executive Officer to advertise for bids to be received and opened on May 29, 2007, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
2. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a \$15,000 not-to-exceed fee funded by existing project funds and to establish the effective date following determination by the Director of the apparent lowest responsible bidder.

3. Authorize awarding a Construction Contract, to be financed from Capital Project 77481, to the apparent lowest responsible bidder meeting the criteria adopted by your Board, subject to the satisfactory and timely completion of a baseline construction schedule for the project by the bidder and receipt by the County of acceptable Performance and Payment Bonds and evidence of required contractor insurance.
4. Delegate to the Director of Public Works the authority to determine, in accordance with the applicable Contract and bid specifications, whether the apparent lowest responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for Contract award, including the criteria adopted by your Board for Contract award. Authorize the Director to award and execute the Construction Contract, in the form previously approved by County Counsel, to the lowest responsible bidder and to establish the effective date of the Contract upon receipt by the Director of acceptable Performance and Payment Bonds and evidence of required contractor insurance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The recommended actions will authorize competitive bidding for construction of the Lawndale Library project and allow Public Works to proceed with construction.

The new 17,360-square-foot library and associated parking will replace the existing 3,203-square-foot library facility. Located in the Lawndale Civic Center, the new library will include: a large adult reading area, homework and career centers, community meeting room, technology training room, conference and group study rooms, young adult area with multimedia listening/viewing stations, children's area with dedicated storytelling area, friends of the library room, self-checkout stations, and 37 public access computers. The book and materials collection in the existing Lawndale Library will be transferred to the replacement library when it opens and will be augmented by the purchase of books and audiovisual material.

On August 16, 2005, your Board approved the State Public Library Construction and Renovation Bond Act of 2000 (Bond Act), authorized the County Librarian to accept Bond Act grant funds, and awarded an Agreement to Gruen Associates for design and construction administration services. The plans and specifications are complete, and we are recommending your Board adopt and advertise these construction documents.

On February 11, 2003, your Board approved an Option Agreement with the City of Lawndale for an exchange of properties in the Lawndale Civic Center between the City and the County to provide a site for the new library and a payment of \$500,000 by the City for the project. As authorized, the Chief Administrative Officer exercised the option with the City on January 4, 2007. On February 20, 2007, your Board approved the demolition of the existing improvements on the proposed Lawndale Library site to reduce unforeseen site conditions and prepare the site for construction through the use of a previously approved Job Order Contract. The demolition work is expected to be completed in May 2007. The use of an adopt, advertise, and award process is being recommended in order to meet the library's scheduled opening in November 2008.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility, Service Excellence, and Children and Families' Well-Being as this is an investment in public infrastructure that will provide improved library services and educational facilities and programs for enhancing education/workforce readiness for the residents of the City of Lawndale.

FISCAL IMPACT/FINANCING

Public Works' fair cost estimate for the base Construction Contract is \$8,375,000, including a 10 percent bid contingency. In no event will a Contract be awarded that increases the base construction cost over the \$8,375,000 estimate without returning to your Board for approval.

The Board-approved total project cost, including plans and specifications, jurisdictional approvals, construction, furniture and equipment, Civic Art allocation, consultant services, County services, and a one-time expenditure for books, is \$11,824,900.

The Bond Act grant application budget submitted to the State included \$3,065,000 for the value of the land on which the library is to be built, which is considered a project cost by the State, that resulted in a \$14,889,900 project cost for purposes of the grant application. Since the library site was acquired through a land exchange with the City, the County did not incur any actual land acquisition expense, which reduced the project budget to \$11,824,900.

On February 11, 2003, your Board approved an Option Agreement with the City for the exchange of properties between the City and County, plus the payment of \$500,000 by the City to the County. The Chief Administrative Officer exercised the option to acquire the site and payment has been received from the City.

The project is funded through a Bond Act grant of \$7,300,132 and Second District Capital Project funds of \$4,524,768.

Public Works' fair cost estimate for the base Construction Contract is \$8,375,000, which is \$1,940,044 higher than the original estimate (\$6,434,956) due, in part, to increased construction costs. Other project costs have also increased, including demolition by \$100,000, equipment costs by \$565,000 for communications and security equipment, civic art by \$12,000, and County costs by \$95,000. The communication and security equipment cost increase is for VOIP, Wi-Fi, and data equipment; CCTV with DVR; Intrusion Alarm; Paging; Hirsch Card Access; and ISD installation and coordination. The independent construction cost estimate in combination with other cost estimates reflect recent market increases in construction materials and other costs and results in a potential \$14,220,950 total project budget cost estimate, including Change Order contingency, Civic Art allocation, inspection, Contract administration, project management, consultant services, and jurisdictional fees.

Sufficient funds are available in the 2006-07 Capital Projects Budget, C.P. 77481, to fund the Construction Contract award. However, the Board-approved budget of \$11,824,900 is estimated to be insufficient for the entire Lawndale Library project. After bids have been received, we will return to your Board to request a final adjustment to the project budget.

The Project Schedule and Budget Summary are included in Enclosure A.

Operating Budget Impact

It is anticipated that the new library facility will begin operation in November 2008 and funding for annual operating costs will be required at that time. The annual cost for operating this new facility is estimated at \$1,210,000 based on the current costs for staffing, support, facility maintenance, and other operating costs that will be required. This represents a net increase of approximately \$704,000 per year over the current annual operating cost for the existing Lawndale Library. The Public Library will request additional funding for the new library's operating costs beginning in Fiscal Year 2008-09. The Chief Administrative Office will review the operating requirements and available funding as part of the budget and make a final recommendation to your Board at that time.

In addition to annual operating costs, one-time, start-up costs of \$750,000 are required to purchase library books and materials to augment the collection in the existing library for the new facility's opening day collection. Funding for the purchase of those materials is included in the project budget and will be required beginning in Fiscal Year 2007-08.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On February 11, 2003, your Board adopted a Mitigated Negative Declaration and a Mitigation Monitoring and Reporting Program for this project.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B).

The Contract requires the consultant to pay its employees applicable prevailing wages in accordance with the California Labor Code.

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

Public Works has evaluated and determined that County Code Chapter 2.201 (Living Wage Program) does not apply to this Construction Contract as this Contract is for non-Proposition A services.

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES

Approving the recommended actions will have no impact on current library services. The existing Lawndale Library will remain open and available to the public during construction of the new facility.

The Honorable Board of Supervisors
May 1, 2007
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Public Library, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

MARGARET DONNELLAN TODD
County Librarian

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cc: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

May 1, 2007

ENCLOSURE A

**LAWNDALE LIBRARY PROJECT
ADOPT, ADVERTISE, AND AWARD
AWARD AGREEMENT
SPECS. 6581; C.P. 77481**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	08/16/05*	Completed
Execute Design Contract	09/06/05*	Completed
Schematic Design	11/14/05*	Completed
Design Development	02/13/05*	Completed
Construction Documents	08/02/06*	Completed
Jurisdictional Approvals	11/14/06*	Completed
Construction Award	02/13/07	07/12/07
Construction Start	04/20/07	08/02/07
Substantial Completion	05/19/08	07/31/08
Library Opening	12/01/08	11/20/08
Final Acceptance	01/08/09	01/08/09

* Indicates completed activity

II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Budget	Potential Impact	Current Project Estimate
Land Acquisition*	\$ 3,065,000	0	\$ 3,065,000
Plans and Specifications	\$ 624,530	0	\$ 624,530
Plan Check and Jurisdictional Reviews	\$ 52,200	0	\$ 52,200
Construction			
Demolition	\$ 100,000	\$ 100,000	\$ 200,000
Construction Contract	\$ 6,434,956	\$ 1,940,044	\$ 8,375,000
Change Orders	<u>\$ 653,494</u>	<u>\$ 184,006</u>	<u>\$ 837,500</u>
Total Construction	\$ 7,188,450	\$ 2,224,050	\$ 9,412,500
Furniture, Fixtures & Equipment	\$ 1,386,600	\$ 565,000	\$ 1,951,600
Other Consultant Services	\$ 418,300	0	\$ 418,300
Civic Art	\$ 83,000	\$ 12,000	\$ 95,000
Library Materials	\$ 750,000	0	\$ 750,000
County Services	\$ 1,321,820	\$ 95,000	\$ 1,416,820
Total Project Budget	\$ 14,889,900	\$ 2,896,050	\$ 17,785,950
Less Credit for Land**	(\$ 3,065,000)	0	(\$ 3,065,000)
Less Funds Received from the City	0	(\$ 500,000)	(\$ 500,000)
Net Project Cost	\$ 11,824,900	\$ 2,396,050	\$ 14,220,950

* Appraised value of land. Not an actual expenditure by County.

** Bond Act regulation allowed credit for appraised value of land.

May 1, 2007

ENCLOSURE B

**LAWNDALE LIBRARY PROJECT
ADOPT, ADVERTISE, AND AWARD
AWARD AGREEMENT
SPECS. 6581; C.P. 77481**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishings, materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
2	6581	Lawndale Library project	\$25	05/29/07

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 2 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2:15 p.m. on this date in Project Management Division, Main Conference Room, 900 South Fremont Avenue, 5th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of bid submittal. The general contractor firm shall have a minimum of 5 years of public works experience in building construction and shall have completed a minimum of one public library project (City, County, or special District) in the last 5 years, where the related work was in excess of \$2,000,000. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PREBID CONFERENCE

The Public Works' Project Management Division Team will hold a prebid conference at 11 a.m. on May 15, 2007, at the project site, located at 14615 Burin Avenue, Lawndale, California 90260, to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Matt Jerge with the Public Works' Project Management Team at (626) 458-2593.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2566.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated May 1, 2007.

Specs. 6581

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES